



ORIGINAL

CITY COUNCIL SPECIAL MEETING  
(Via videoconference)  
Meeting Minutes of May 21, 2020

Mayor Schabell called the Alexandria City Council Special Meeting to order at 7:00 p.m., followed by the invocation and the pledge to the flag.

The following Council Members answering roll call:

Stacey Graus Present	Susan Vanlandingham Present
Bob Simon Present	Sue Neltner Present
Kyle Sparks Present	Tom Baldrige Present

Also: Jan Johannemann, City Clerk                      Mike Duncan, City Attorney  
 Sam Trapp, Public Works Supt.                      Lucas Cooper, Police Chief  
 JoAnn Hackworth, City Treasurer                      Keith Hammann, Fire Marshall (Joined @ 7:15pm)

**APPROVAL OF MINUTES – May 7, 2020 Special Meeting**

**MOTION:** Tom Baldrige made a motion to approve the minutes of the May 7, 2020 special meeting, seconded by Sue Neltner. All in favor, the motion passed 6-0-0.

**ORDINANCES & RESOLUTIONS**

Mayor Schabell explained the requirements for businesses to qualify for the program. We have set aside funds for up to a \$2,500 loan per business (see copy of Alexandria Small Business Emergency Grant Program and Application). The applications are due by May 28 at 12:00 p.m. via email, overnight, drop box or mail. Mr. Duncan explained this program is meant to keep businesses and jobs in the city, and an investment by the City in the businesses of Alexandria.

*Mr. Duncan then read the following:*

**RES 2020-04:** A Resolution of the City of Alexandria, in Campbell County, Kentucky, authorizing the development of a Small Business Relief Program to assist small businesses during the COVID-19 pandemic, to assist in the retention of jobs, and to protect the future economic health of the city; and allocation the sum of \$100,000.

**MOTION:** Stacey Graus made a motion to adopt Resolution 2020-04, seconded by Kyle Sparks.

There was much discussion on the Resolution. Mayor Schabell reiterated this is an investment in the city and a way for the city to support small businesses. We do have a smaller rainy-day fund than what he would like to see, but this is a good use of some of those funds. A lot of the business owners have been hit hard by this pandemic and are hurting. Mayor Schabell believes this will go a long way in helping the businesses get back on their feet and get their doors open as they are able.

Ms. Neltner was concerned on how the businesses would get the information in time. It was explained the City has modeled this program from one Fort Mitchell had done, and we are giving businesses more time to get the application turned in then they did. It will be advertised on the city signs, Facebook and the website, and Mayor Schabell is reaching out to the local business association to get the word out. Mr. Sparks will visit businesses to ensure they have the information.

Approximately 100 businesses could possibly qualify under the set criteria. At \$2,500 per grant, the funds could be used for about 40 businesses. Ms. Vanlandingham asked about the other 60 that don't receive a grant. Mayor Schabell stressed this grant is for businesses that have been

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severely impacted by the pandemic. An advisory board, made up of Stacey Graus, Scott Fleckinger and JoAnn Hackworth, will review the applications and make a recommendation of who should receive the funds. Mayor Schabell will make the final decision.

Mr. Baldrige asked if the deadline could be extended to the following Monday to allow more time to submit. Due to the Memorial Day weekend, he believes that will be a hard time to get everything in and he wants to ensure some don't miss out on the opportunity. Mayor Schabell pointed out if the deadline is pushed back then there would be a delay in businesses receiving the money as well. The need is there now and he wants to get the money into their hands as quickly as possible. The required documents are ones a business should already have in their possession, and the application and W-9 Form should not take a lot of time to fill out. If for some reason the businesses are not able to get a document, then there is the possibility of extending the deadline.

The motion was then brought up for a vote. All in favor, the motion passed 6-0-0.

### **NEW BUSINESS**

**May 2020 P&L Report:** See attached.

**Zoning Administrator's Report (Mar & Apr):** See attached.

**2020 Street Program:** Mr. Trapp reported the street program is currently out to bid and the bids will be opened on Thursday, May 28<sup>th</sup>. CT Consultants will do the calculations to ensure everything is accurate and then it will be presented at the June council meeting for approval. Mr. Simon did say before anything moves forward they will have to look at what can be done if funds are limited.

**Primary Election Information:** Ms. Johannemann shared the deadline to register to vote is Monday, May 26<sup>th</sup>. See govoteky.com. Starting Friday, May 22 all registered voters can request a mail-in ballot. There will be one physical location for in-person voting in each county, but they are encouraging people to vote by mail. A postcard was mailed to each registered voter with instructions on how to obtain a ballot. The only location for in-person voting in Campbell County will be at Cold Spring Baptist Church.

### **COVID-19 UPDATE**

**Mayor Schabell:** See attached PowerPoint. The basketball courts will be open but the playground and shelters will remain closed until July. Local Girl Scout, Emily Campbell has now made and donated 701 reusable masks. Nick @ 9 has raised over \$15,000 for local charities. He raised \$2,000 during his latest prod cast to benefit the Whitney Craig Foundation. Two Alexandria restaurants (El Rio Bravo and Honey Hole Bar & Grill) were recipients of the NKY Restaurant Relief Fund grants for \$1,000 each. The City has been posting children's activities on Facebook for each day of the week - Monday Fun Day, Tasty Tuesday, Wonderful Wednesday, Throwback Thursday, Fit Friday. Kim Wagner, Recreation Director, created these, and they have been well received. Mayor Schabell thanked her for all of the work she has put into this.

There is progress being made on the new Chipotle building. There will be a Campbell County Clean-Up on June 19-20, 8:00 a.m.-5:00 p.m. Due to social distancing guidelines everyone will be required to unload their own vehicles.

As of 4:00 p.m. on May 20 there are 132 confirmed cases with 11 deaths in Campbell County. Since the last council meeting there have been 27 new cases and 2 new deaths. There are 999 confirmed cases in Northern Kentucky.

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Healthy @ Work has begun, and Mayor Schabell listed the schedule (see PowerPoint). He was unsure if all local restaurants would be opening, but the City is willing to help with outdoor seating, within reason.

Ms. Neltner reported the DMV will open by appointment only on June 1<sup>st</sup>. People can renew their tags by mail. Mayor Schabell encouraged everyone to be patient as things begin to open back up. Mr. Sparks reported that Burkes is supposed to be opening soon.

**Police Dept.:** Offices remain closed to the public but they are now taking appointments for fingerprinting for those in the medical industry or if it is job-related. They are getting complaint calls about businesses not complying with some of the Governor's orders on social distancing. The PD is unable to enforce this, so those complaints should go to the NKY Health Department at 859-341-4151. He will look into getting a speed evaluation done in the Ridgewood Subdivision.

**Fire Dept.:** Inspector Hammann reported that things are running the same as the last two months. They have allowed one intern to return during the day but no overnight stays yet. Beginning June 1, they will start allowing the overnights then they will be fully staffed. Repairs on the building are expected to be finished within a week.

**Public Works:** Mr. Trapp said they continue to cut grass and work on projects as weather allows.

**City Clerk:** Ms. Johannemann reported that things are running the same as before with rotating schedules for in the office and working from home. and still processing a lot of permits.

Kyle Sparks had some questions about Code Enforcement. There are some issues on 27 that need to be addressed. Chief Cooper stated there have been there multiple visits and several follow ups done on one of the properties he is referring to. This location falls just within the guidelines to avoid fines. Mr. Sparks asked if there is anything the city can do to change this, as he has never seen that location in compliance when he has driven past. Ms. Neltner has also looked into this and believes the owner could be made to turn his gravel into a hard surface, add lines to mark parking spaces, and be required to have handicap parking. Chief Cooper said to contact the PD or Ms. Hofstetter when they see a code violation, and to pass along creative ideas to remedy the situation.

Ms. Vanlandingham suggested they put their heads together to come up with solutions. She has received code violations for a different business along 27, and will follow up with Chief Cooper and Carol Hofstetter.

Mayor Schabell explained they had been working on these issues before the virus hit. He will continue to pursue this as things open back up. It was pointed out that we shouldn't lose momentum and we should not allow businesses to get away with doing just enough to not get cited, particularly with safety and traffic issues. Mayor Schabell promised to address this when the 6 ft. social distancing is lifted. Mr. Sparks vowed to keep bringing it up at the meetings. Mr. Simon said there was supposed to be a meeting on May 14 with the Code Enforcement officer but that was cancelled due to COVID. He had also sent pictures to Mayor Schabell and Chief Cooper with code violations. Chief Cooper reported two of those issues have been addressed.

**Future Meetings:** Mr. Duncan explained these virtual meetings do not have to be special meetings. After the statute was enacted by emergency, the Attorney General issued an Advisory opinion stating regular meetings can be conducted via video conferencing and do not have to be called special meetings. An agenda still has to be set and advertised, but the meeting is not confined to those items. Mayor Schabell hopes to return to normal council meetings in July.

**OLD BUSINESS**

**Census Update:** As of today, the census response for Alexandria is about 79% and the State of Kentucky is at 63.5%. He encouraged residents to fill out the census as if their taxes for the next 10 years depended on it, because they do. Take the time and do it online.

**Primary Elections:** The election for new city council will be held in November and the deadline to file to run is June 2. Residents interested in running can get applications from the City Building.

**MAYOR AND COUNCIL COMMENTS**

**Tom Baldrige:** He wanted to give a shout out to Troop 7332 for all they have done for the community; it is very impressive. Also, he ordered food from the Honey Hole and reported they were grateful for the order. He reminded people to continue to support local businesses.

**Kyle Sparks:** He echoed what Mr. Baldrige said and he is glad the relief program was approved. There is still progress and growth in Alexandria, even in the midst of everything going on; new homes are being built and businesses want to come to the City.

**Sue Neltner:** She is hopeful to get out and enjoy the city again. She also reported that the Craft Show has been cancelled for this year.

**Bob Simon:** He would like to have a Public Works meeting before the next council meeting to review the bids and see if they need to make any cuts because of budgeting and a decrease in road aid fund.

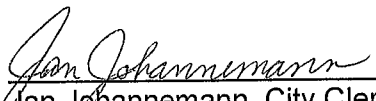
**Stacey Graus:** He stated everyone has worked really well together, from the different departments to the citizens, to help get through this safely. He hopes, in a year from now, businesses are still operating and that no more lives are lost to COVID.

**Susan Vanlandingham:** She is all for breaking from the Thursday night meetings if another night works better for the Public Works meeting. She will be following up with Chief Cooper and Carol Hofstetter regarding the code enforcement issue that was emailed to her. She is also looking into a safety request that was brought to her attention.


**Mayor Schabell:** He is working hard for everyone and is appreciative to council for passing the Resolution. It will go a long way in showing our businesses we are serious when we say we are invested in our businesses. NKY TriEd has reported that things are bad for businesses right now. He has had many meetings with different agencies and with the Governor about the new contact tracing.

**ADJOURNMENT**

**MOTION:** Kyle Sparks made a motion to adjourn, seconded by Susan Vanlandingham. All in favor, the motion passed 6-0-0. The meeting adjourned at 8:05 p.m.

  
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Jan Johannemann, City Clerk

Date: 6/4/2020

  
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Andy Schabell, Mayor

Date: 6/4/2020